



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jon Cicirelli

**SUBJECT:** SEE BELOW

**DATE:** March 2, 2020

Approved

Date

3.4.20

**COUNCIL DISTRICT: 3**

**SUBJECT: 8496 – ST. JAMES PARK PHASE I DESIGN – THIRD AMENDMENT TO MASTER AGREEMENT WITH CMG LANDSCAPE ARCHITECTURE FOR PHASING OPTIONS**

## RECOMMENDATION

Adopt a resolution authorizing the City Manager or designee to negotiate and execute a third amendment to the agreement for consultant services with CMG Landscape Architecture for St. James Park Phase I Design Project (Master Agreement No. 662484-0) to increase the maximum total compensation by \$25,000, from \$1,000,000 to \$1,025,000.

## OUTCOME

This action will allow the Consultant to provide costing and phasing options as the City moves forward with a Phase I plan. These services are critical to developing a coherent project delivery plan and are required to facilitate completion of an agreement with the Friends of Levitt San José.

## BACKGROUND

St. James Park is a historic 7.6-acre park. As noted in its 2002 Master Plan Update, it is historically one of the most important public spaces in downtown San José. The park boundaries date to at least 1848 and it appears that development of the park first began about twenty years later in 1868. The park history is full of significant events including speeches from presidential candidates, social gatherings, and civic events. The park is listed in the National Register of Historic Places as part of the St. James Square National Register Historic District. It is also listed as part of the City of San José's St. James Square Historic District.

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On November 10, 2015 the Mayor and City Council approved the St. James Park Revitalization Strategy, including establishment of a St. James Park Capital Vision. City staff advanced the strategy through selection of a design consultant using the City's procurement process combined with a Design Competition component. The Competition took place during the Summer of 2016 with final presentations taking place publicly on October 15, 2016.

On March 7, 2017 the Mayor and City Council accepted the St. James Park Design Competition Jury's recommendation to select CMG Landscape Architecture as the winning firm. Council also adopted a resolution authorizing the City Manager or his designee to negotiate and execute \$2,500,000 to support the environmental review process, design and community outreach efforts related to St. James Park. Concept design activities were conducted from February 2017 through October 2017. Twenty-five percent design was conducted from late 2017 through September 2018. From September 2018 through present the Environmental Impact Report (EIR) has been in development.

On June 29, 2017, the City entered into a Master Agreement with CMG Landscape Architecture for the first design phase of St. James Park, with services including comprehensive planning and design support. The two-year agreement was set to expire June 30, 2019. A six-month extension, authorized by the Director of Parks, Recreation and Neighborhood Services (the Department), has allowed CMG to provide Environmental Impact Report support services through December 30, 2019.

This agreement was further extended by Council on December 17, 2019 to allow for additional work to be completed before December 31, 2020. The additional work includes ongoing support for the EIR and cost estimates for phasing options.

## **ANALYSIS**

CMG Landscape Architecture completed 25% Construction Documents and submitted them to the City October 3, 2018. The proposed renovation includes the Levitt Pavilion and lawn, restrooms, a picnic pavilion, dog parks, playgrounds, water features and a café. The plan envisions closing Second Street to through traffic, while maintaining light rail service.

City Staff have reviewed the drawings, including the departments of Public Works, Transportation, Police, and Fire as well as with various stakeholders such as Santa Clara Valley Transportation Authority and Friends of Levitt Pavilion San José.

CMG was engaged through a Master Agreement to support the EIR effort for the proposed project that complies with the California Environmental Quality Act (CEQA). The CEQA for St. James Park Design is currently in development. Public Circulation of the Draft EIR is anticipated in early 2020 with the EIR being finalized Spring 2020.

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Based on the 25% Construction Documents, the current Cost Estimate for the renovation of the park is approximately \$63.9 million. Staff is in the process of conducting phasing studies to determine the most effective Phase I of this project based on Council's previous direction on March 7, 2017 to move forward with Levitt San José. In order to present a fully developed Phase I option, additional cost estimating support from the design consultant, CMG Landscape Architecture, is needed at a cost of \$25,000, bringing the maximum total compensation from \$1,000,000 to \$1,025,000.

### **CONCLUSION**

The St. James 25% design and EIR will be presented in spring 2020, and the Levitt agreement will be presented to City Council in late winter 2020. The increase to the Master Agreement is needed to allow CMG to complete cost estimates for the Levitt only option.

### **EVALUATION AND FOLLOW-UP**

Staff will report on the St. James Park Environmental Impact Report in spring 2020.

### **CLIMATE SMART SAN JOSÉ**

The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office, Public Works Department, and the City Manager's Budget Office.

### **COMMISSION RECOMMENDATION/INPUT**

The Parks and Recreation Commission considered the St. James concept plan at its November 1, 2017 meeting. The commission had concerns about parking and transportation within the Park. Ultimately, Commissioner Mandair moved to accept the Concept Design, but requested that staff include an operation plan that address parking and transportation in the project development. The motion carried. (7-1-2). Notes: Dougherty Absent: Cron and Flores.

Additional coordination with the Historic Landmarks Commission has been ongoing through the design process.

**FISCAL/POLICY ALIGNMENT**

Improvements to St. James Park align with the St. James Park Revitalization Strategy, and the public park and recreation goals of the *Greenprint 2009 Update*, and the *Envision San José 2040 General Plan*.

**BUDGET REFERENCE**

The table below identifies the fund and appropriation allocated to fund the amendment of the master agreement.

Fund #	Appn #	Appn Name	Total Appn	Amt. for Contract*	2019-2020 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
375	404S	St. James Park Phase I Design	\$108,000	\$25,000	V-565	10/22/2019, 30325

\*A total of \$1,000,000 was encumbered for the master agreement in 2017-2018 and with this action, funding in the master agreement would increase by \$25,000 to \$1,025,000. Sufficient funds remain in the St. James Park Phase I Design appropriation for this purpose.

**CEQA**

Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.

/s/  
JON CICIRELLI  
Director of Parks,  
Recreation and Neighborhood Services

For questions, please contact Nicolle Burnham, Deputy Director, at (408) 793-5514.